

**Minutes of the Carlisle Board of Health
March 9, 2010**

Present: Board Members Jeff Brem, Chairman, Bill Risso, Chris Deignan, and Michael Holland (arrived at 8:30 pm); absent Mark Caddell and Health Agent Linda Fantasia.; also present: Catherine Galligan (South Street), John Luther (Building Commissioner), Gretchen Caywood (Land Use Administrative Assistant), and Sara Lancaster (Mosquito).

The meeting was called to order at 7:35 p.m. in the Nickles Room of Town Hall.

Nominee for BOH Membership

Chair Brem thanked Catherine Galligan, who had been nominated for membership at the recent Town Caucus, for her attendance this evening, and introduced the Board members.

Bills

Risso moved and Deignan seconded the approval of the bills as presented, and the motion passed 3-0.

Minutes – Chair Brem reviewed the content of the 12/15/09 and 11/17/09 Minutes with the Board, these drafts having been emailed prior to the meeting. No vote was taken, as not all members had yet reviewed the drafts.

FY11 Budget Planning

Chair Brem explained that FinComm has asked all Departments to devise metrics that pertain to the various responsibilities of their Board/Committee, and that Health Agent Fantasia has done so. He reviewed a list of BOH Statistics covering recent years which listed the various tasks related to the wide range of responsibilities of the Board and its staff. He and Fantasia will continue to develop the metrics, as FinComm has requested weighting them to illustrate how they contribute to annual workload.

Chair Brem reviewed the BOH FY11 budget proposal with the Board. He explained that Health Agent Linda Fantasia is checking with the State about the possibility of using a portion of grant funds to cover staff salaries, particularly for time related to H1N1 vaccination work. Many other towns have taken this approach and, if the State provides written consent to do so, some grant funds can be used to offset the BOH FY11 budget, bringing it to approximately \$74,000 from approximately \$80,000. FinComm has currently proposed going forward with the \$80,000 budget number, until the State confirms that the grant fund can be used in this way. Risso reviewed the status of the grant budgets, and noted that the Town had been reimbursed for the trailer purchase, with other State (MAPC) reimbursement requests progressing well. He noted that it may be possible to get more Town costs reimbursed. Risso also reviewed with the Board the current office schedule and staffing hours, submitted by Agent Fantasia at the Town Administrator's request.

Emergency Notification System

The Board reviewed information on 3 possible choices for emergency notification systems: Connect CTY (aka NTI Blackboard Connect, Code Red, and Everbridge (aka 3N). Risso noted that the Carlisle School uses CTY, but that it is an earlier version of the software. The School is pleased with its performance, and Maynard, Acton, Norfolk, and Stow use it. Concord Fire and Police are considering using Code Red, which Littleton and Boxboro already use. Chair Brem suggested speaking with the Concord offices to learn if combining several communities on the same system may reduce the cost. The Board will choose a system at their March 30th meeting.

PH 545 South Street

Chair Brem announced that this public hearing is postponed to March 30th at 7: 50 pm due to deficient notice. At that hearing, the applicant will be requesting a waiver from the local SDS regulations from minimum setback to wetlands requirements.

License Approval

Risso moved and Deignan seconded the approval of a license for the Pasteurization of Milk for Carlisle Farmstead Cheese at 43 Indian Hill Road in Carlisle, MA. The motion was approved 3-0.

Benfield Farms

Administrative Assistant Caywood informed the Board of the upcoming site walk at this location on Friday, March 12th at 8:00 am. Chair Brem announced that at the ZBA meeting this Wednesday (3/10/10), the applicant for this project will present updated plans, waiver requests, and will discuss all proposed changes to their application.

Mandatory Ethics Training

Administrative Assistant Caywood reminded the Board about the requirement that all Board and Committee members, as well as Town Hall staff, must take an online ethics test on Conflict of Interest Law by Friday, April 2, 2010. The test is required by the State Ethics Commission, and a Certificate of Completion must be printed out at the end of the test for submission to the Town Clerk.

Special Committee – Regionalization Opportunities

Chair Brem reported that the Board had received a memo dated 2/23/10 regarding the formation of this committee to consider the potential for regionalization of some Town departments and to determine whether it would make economic and operational sense to do so. The Committee is chartered with determining the viability of regionalizing the BOH and Recreation departments, or “other Departments as appropriate”. The Special Committee would complete its assessment and present any proposals for regionalization no later than September 30, 2010, but as soon as possible. The seven member Committee will include one BOS member, the Town Administrator, Town Financial Director, a Member of the Finance committee, one Citizen-at-Large, and one Member of each Department involved (BOH and RecComm).

Ferns

Chair Brem reported that the kitchen equipment inspection had been conducted at Ferns, and that an independent contractor had been hired to perform the inspection, a matter on which the Board had previously voted. There were no equipment issues, but a few signage issues that Brem will follow up on. Chair Brem also explained that while we are currently contracted with Concord for food inspections, the Board is considering pursuing contracts with other Towns or contracting directly with independents if it would result in cost savings. He suggested that this effort may tie into the regionalization investigation.

Hazardous Waste Collection

This will take place on Saturday, May 22, 2010 from 9 am – noon at the transfer station.

Voluntary Well Testing

The date is to be determined, but will likely be a Saturday in early May.

Next Meeting Dates

The Board set the next meeting dates for Marcy 30, April 13, and May 11, 2010 (Tuesdays) at 7:30 pm.

M. Holland arrives at this point.

PH 142 Bedford Road

Risso moved to open the public hearing for 142 Bedford Road regarding replacement of the septic system, and requesting a waiver from local regulations for the distance of the leach field to wetlands. Deignan seconded and the motion was approved 4-0.

George Dimakarakos (Stamski & McNary, Inc.) was present for this hearing. He had forwarded a letter to the Board with the waiver request as a renewal for the expired permit (#05-40). The house on this property has been demolished since that permit was approved and allowed to expire. Dimakarakos displayed the plan, with minor changes. He explained that the new well has not been drilled yet, and added that the wetlands flags have been reviewed and updated, and they have had one hearing with ConsComm. Dimakarakos said that the permit was probably allowed to expire due to economic conditions, and indicated that, in his opinion, this situation does not meet the criteria for new construction, with no increase in design flow being requested from 330 GPD, which is the current Title V minimum requirement. Chair Brem explained that in order to verify ‘no increase in flow’, the original bedroom count of the former house must be verified.

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Approved: 4/27/10

Building Commissioner John Luther, present for this hearing, explained that since the building has been gone for greater than 2 years, according to Building Code, this work would be categorized as for new construction. Risso noted that the floor plan sketch in the property file indicates only 2 bedrooms, and that therefore the system capacity would be 220 GPD. Luther suggested confirming the bedroom count of the teardown with the Assessor's office.

Chair Brem said that if the prior structure was indeed 2 bedroom, the septic should be limited to 220 GPD, and he asked the applicant to submit a waiver request for the increased capacity, noting that it is not allowable to design for more capacity than the previous structure would allow. He noted that the plan must indicate 2 bedrooms and 220 GPD capacity. On discussion, the Board agreed that this situation does fall under the category of new construction. Holland noted that if the system is otherwise conforming, he is not concerned with the waiver request to allow a setback of 56 feet to wetlands. Risso requested that the applicant provide written justification that the proposed location is the best location for the system. Chair Brem instructed Dimakarakos to check with the BOH office and the Assessor's office to research the bedroom count of the former structure.

At 8:55 pm, Deignan moved and Risso seconded the continuation of this public hearing to 7:45 pm on March 30, 2010, and the adjournment of this BOH meeting. The motion was approved 4-0.

Respectfully submitted,

Gretchen Caywood, recorder